

Application questions/information for Municipal Parks and Trails Grant Program

Applications will only be accepted through Common Grant Application program. See Department of Planning and Sustainability [Community Planning page](#) for details.

Contact information (Name, Email, Phone number, Municipal Address)

Municipality

Amount Requested (≤\$5,000)

Project Category

1. Park or trail infrastructure (e.g., construction of new trail segments, water connections for restrooms or fountains)
2. Park or trail improvements (e.g., benches, trash cans, lighting, tree plantings)
3. Park or trail recreational equipment (e.g., playground equipment, soccer goalposts)
4. Land acquisition for parks or trails, including easements
5. Staffing costs for installing infrastructure, improvements, or equipment funded by the grant.
(Note: programming and staffing for operations are ineligible for this program.)

Project Location – Tax Parcel Number, written description (include details such as closest cross streets, landmarks, or other identifying features). Attach a map if available.

Project Description and timeline – Describe project components, how the project improves the park/trail, and the timeline to implement and complete the project (3,000 character limit)

SEQR – Is this project subject to State Environmental Quality Review (SEQR)? Yes/No

If so, attach relevant documentation (EAF Part 1 and Parts 2 & 3 if available)

Budget details – Attach a table or spreadsheet that details the project components and cost of each.
(NOTE: Funding requested cannot exceed \$5,000)

Documentation of municipal support – Attach a resolution from the elected board or a letter of support from the supervisor/mayor

(Tip: If your municipality requires board approval to accept funding or to execute a contract, consider adding that language into this resolution to expedite the contract process.)